

**Commonwealth Of Virginia  
Department For The Aging**

**SENIOR EMPLOYMENT SERVICES  
COORDINATION PLAN**

**For the Program Year 2001**

Prepared by the  
Virginia Department for the Aging  
1600 Forest Avenue, Suite 102  
Richmond, Virginia 23229  
(804) 662-9333

## **SENIOR EMPLOYMENT SERVICES COORDINATION PLAN**

### **Virginia Department For The Aging Commonwealth Of Virginia**

#### **Program Year 2001**

##### **Introduction to the Plan**

The Virginia Department for the Aging (VDA), which administers the state's Senior Community Service Employment Program (SCSEP), is responsible for taking the lead role to complete an annual *State Senior Employment Services Coordination Plan*. This plan is required by the amended and reauthorized Older Americans Act (OAA ) of 2000, signed into law by the President on November 13, 2000. The OAA amendments established a new planning process for SCSEP programs that provides for widespread involvement of interested individuals and groups in developing an annual plan.

SCSEP is the only Federally sponsored job creation program targeted to low-income older Americans. The program subsidizes part-time community service jobs for low-income persons age 55 years and older who have poor employment prospects. The program fosters economic self-sufficiency by moving able participants into unsubsidized employment in the public and private sectors. Program enrollees work in a wide variety of community service jobs, including nurse's aides, teacher aides, librarians and clerical workers. The program benefits both participants and communities they serve.

SCSEP, authorized by Title V of the OAA, is administered at the federal level by the United States Department of Labor (DOL). DOL allocates funds to operate the program to state agencies on aging in the 50 states, the District of Columbia, Puerto Rico and the territories and to ten (10) national contractor organizations or sponsors. In the Commonwealth of Virginia, the state funding share is administered by VDA. National sponsor organizations operating SCSEP in Virginia are the AARP Foundation, National Urban League, Inc., Green Thumb, Inc., U. S. Department of Agriculture Forest Service,

and the National Asian Pacific Center on Aging, Inc. A unique feature of Virginia's program is that VDA, in addition to operating the state grant, contracts with one national sponsor, The National Council On Aging, Inc. (NCOA), to operate that sponsor's program in the Commonwealth.

## **Section I. Plan Participation**

The new planning process envisions broad participation of interested individuals and groups in developing an annual plan. To insure the involvement of interested organizations as this State Plan is finalized, VDA will share a copy of the plan with organizations outlined in Section 2 below through meetings, conference calls, faxes, mail, and e-mail. The State Plan will also be made available for review and comment through a public comment process.

## **Section 2. Organizational Involvement**

VDA, the Commonwealth of Virginia's SCSEP grantee, will initiate actions to involve as many organizations as possible during the limited time available for the preparation of this first plan. Each national contractor organization operating in Virginia was informed by fax memorandum of the State Plan process and VDA's role in the process, and was sent a copy of DOL's Older Bulletin 01-04 outlining DOL's requirements. National contractors also provided data for Section 4 of the plan and were surveyed for additional information and recommendations for the plan during March, 2001. There are plans for the national contractors, state staff, and AAA representatives to meet and discuss the draft plan during May.

Virginia's Area Agencies on Aging were involved through discussion at a statewide workshop for SCSEP Title V Coordinators on April 6 and discussion at a statewide meeting of AAA directors on April 20. AAA representatives also will attend the meeting of national contractors and state staff to discuss the draft plan.

Two Workforce Investment Board (WIB) members representing SCSEP Title V on their respective boards will be invited to attend the meeting of national contractors and state staff referenced above. WIB members attending the meeting will be asked to share the plan with any business and labor representatives on their respective boards. WIBs also will be made aware of the State Plan process by SCSEP national contractor and aging network staff serving on WIBs. In addition, a copy of the draft plan will be shared with the Workforce Investment Act (WIA) unit at the Virginia Employment Commission (VEC). The VEC will be invited to participate in the meeting of national contractors and state staff and will be asked to share the draft plan within the WIB network.

The State Plan will be shared with the Commonwealth Council on Aging, which has members appointed by the Governor and the Virginia General Assembly as well as ex-officio members from Health and Human Resources agencies.

### **Section 3. Comments**

Two sets of comments were received during the public comment period and are included in Attachment A. Comments address issues raised during the meeting of Virginia's state and national grantees. There was agreement at the meeting to give full consideration to these issues during the development of the next state plan. Issues addressed the possibility of inclusion of a "rural factor" in distribution of positions in the state, a suggested language change to DOL's definition of community service needs, automatic eligibility of SCSEP participants for WIA services and training, inclusion of additional examples of community service jobs, and consideration of SCSEP participants accessing other training in addition to computer training through the WIA One-Stop system.

## **Section 4. Plan Provisions**

### **a. Basic Distribution of SCSEP Positions**

DOL's Older Worker Bulletin 01-1, requests an equitable distribution report be prepared annually showing the distribution of Title V SCSEP enrollee positions among all political jurisdictions (independent cities and counties) in each state. VDA has the responsibility for the actual preparation and submission of the report to DOL; however, this is a collaborative effort and VDA holds an equitable distribution meeting each year involving all SCSEP grantees in Virginia.

This report provides the basic information needed to assess the location of the eligible population and the current distribution of SCSEP enrollees served by the State program (VDA) and national contractor organizations within the state.

Equitable distribution is the process for distributing SCSEP enrollee positions so that all eligible persons (55 + and 125% of poverty or below) have reasonably equal geographical access to SCSEP. In the Commonwealth, VDA and the five (5) national sponsors operating in the state, collectively receive grant funds for 1,303 enrollee positions.

The collection of data and preparation of the report are for the purpose of determining how equitably positions are distributed throughout the state and to initiate progress towards equitable distribution where needed. It provides a means for deciding where to locate new or vacant positions.

The Commonwealth of Virginia's equitable distribution report was compiled from SSCEP enrollee data submitted from all SCSEP program grantees operating in the state (VDA State-administered program including NCOA and five national contractor organizations). These data show the number of current SCSEP enrollees residing in each city and county in the State. The report compares residency of current enrollees to a computed equitable share for each county and city in the State.

SCSEP grantees, at their annual meeting, compare equitable levels with the actual distribution and discuss how to bring about an improved distribution.

All SCSEP grantees in the state work cooperatively to resolve any problems of under-served or over-served areas, striving for equity. Grantees recognize and take into consideration all factors that may impede the equitable distribution of positions.

Grantees operating SCSEP programs in over-served and under-served jurisdictions strive to resolve these inequities where practicable. A copy of Virginia's equitable distribution report is included in Attachment B.

#### **b. Special Populations**

The Commonwealth strives to assure that special populations have access to employment services offered under SCSEP. Priority is given to those individuals with greatest economic need, poor employment history or prospects, and those more than 60 years old.

The amended Older Americans Act requires information about the relative distribution of eligible individuals with the greatest economic needs, eligible individuals who are minorities, and eligible individuals with the greatest social needs. DOL has defined these terms and indicated that this year's state plan may provide information on a statewide level.

#### **State Special Population Data based on 1990 Census**

Special populations data included in this section are provided for the entire state.

Relative distribution of eligible individuals with greatest economic needs, eligible individuals who are minorities, and eligible individuals with the greatest social needs are the categories identified by DOL for which data is to be provided.

Table 1.

**Persons 55 and Older by Poverty Status**

	Virginia Total
Income in 1989 above poverty level	994,573
Income in 1989 below poverty level	130,354
TOTAL	1,124,927
<b>Per Cent Below 100% Poverty Level</b>	<b>11.59%</b>

Source: 1990 Census of Population and Housing – Special Tabulation on Aging, (CD90 – AOA3 - 2, Table P367)

“Greatest Economic Need”, as defined by DOL, means those persons at or below the poverty level established by the Department of Health and Human Services and approved by OMB. See Attachment C. for Federal Poverty Income Guidelines published in the *Federal Register* on February 16, 2001. Table 1. shows that 11.59% of Virginians 55 or over had incomes at or below the poverty level, based on 1990 census data.

Table 2.

**Minority Persons 55 and Older by Poverty Status**

	Virginia Total
All Minorities above poverty level	159,043
All Minorities below poverty level	47,414
TOTAL	206,457
<b>Per Cent Below 100% Poverty level</b>	<b>22.97%</b>

Source: 1990 Census of Population and Housing - Special Tabulation on Aging, (CD90 – AOA3 – 2, Table P44)

“Minorities” are defined by DOL as American Indian or Alaskan Native, Asians, Black or African Americans, Hispanic or Latino Americans, and Native Hawaiian or Other Pacific Islanders. Table 2. shows that 22.97% of Virginians 55 or older who were at or below the poverty level were minorities, based on 1990 census data. Statewide data are not available for all SCSEP eligible minorities (minorities 55 or older at 125% of the poverty level or below).

“Greatest social need”, as defined by DOL, means needs caused by non-economic factors. It includes persons with physical and mental disabilities; language barriers; and cultural, social, or geographic isolation, including isolation brought about by racial or ethnic status.

Statewide data are not available for the “greatest social need” category. VDA plans to form a State Coordination Plan Committee with representatives from all SCSEP program grantees in the state, which will collaborate to establish a method for acquiring this information for future state plans. The committee will develop a state definition for this category based on DOL guidance, research local data availability, and determine how best to collect and compile the data. The committee also will identify whether additional reporting requirements from SCSEP grantees are necessary to identify service levels to individuals in this category.

### **Data on Special Populations Served By SCSEP in Virginia**

DOL requested states to provide data on participants served who are minorities, have the greatest economic need, and greatest social need. States were asked to provide an explanation for unavailable data. Data was not available for the “greatest social need” category as explained above.

Special populations served in Virginia’s SCSEP program for the program period July 1, 1999 through June 30, 2000 are shown in the Tables 3. and 4. Data were based on final reports of all SCSEP grantees operating in Virginia.



Table 3.

**Service to Participants with Greatest Economic Need  
(at or below poverty level)**

All Participants Enrolled 6/30/2000	1,247
Participants Enrolled 6/30/2000 at or below Poverty Level	995
<b>Per Cent at or below Poverty level</b>	<b>79.79%</b>

Source: Program Year 1999 (July 1, 1999 – June 30, 2000) final Quarterly Progress Reports for all grantees operating SCSEP in Virginia

Table 4.

**Service to Minorities**

All Participants Enrolled 6/30/2000	1,247
Minority Participants Enrolled 6/30/2000	582
<b>Per Cent of Minority Participants</b>	<b>46.67%</b>

Source: Program Year 1999 (July 1, 1999 – June 30, 2000) final Quarterly Progress Reports for all grantees operating SCSEP in Virginia

Special populations data presented in this part of the plan do not lend themselves to comparison, primarily because statewide data (census data) are not available on the universe of eligible population, i.e., individuals 55 or over who are at 125% of the poverty level or below. Tables 3 and 4 above do clearly show that 79% of SCSEP participants served in Virginia were at or below poverty and that 47% of SCSEP participants served in Virginia were minorities.

### **c. Types of Skills**

The OAA requires that the state plan address the employment situations and the types of skills possessed by the SCSEP target population. Eligible individuals in this target group are low-income individuals 55 or older residing in the State. Data on types of skills of SCSEP eligible individuals are not required by DOL for this year's state plan; however, in future years, the plan will address the employment situations and employment skills available among the eligible population. Potential data sources, such as the Virginia Employment Commission, will be researched to determine if data are available. If data are insufficient for this group, the State Coordination Plan Committee will decide on the best course of action for data collection. It may involve surveying a sample of the eligible population, survey of Workforce Investment Boards (WIBs) surveying employers, an informal assessment by grantees, or a combination of the above.

### **d. Community Service Needs**

The OAA requires that the state plan identify the localities and populations where community service projects are most needed. Community service means social, health, welfare, and educational services (including literacy tutoring), legal and other counseling services, and library, recreational, conservation, maintenance, or restoration of natural resources; community betterment or beautification; antipollution and environmental quality efforts; weatherization activities; economic development; and other services essential and necessary to the community as the state may determine. SCSEP enrollees work 20 hours per week in various community service training sites while enrolled in the program and prior to being placed into unsubsidized employment.

Information on community service needs is not required by DOL for this year's state plan; however, in future years, information identifying local community service needs will be included. This information will be collected from professional organizations such as the 25 local area agencies on aging in Virginia, Virginia Association of Community Action Agencies, other organizations representing governmental or private not-for-profit agencies, Chambers of Commerce and other organizations serving the community.

The array of community services provided by the SCSEP program in the state will be reported by grantees and reviewed by the State Coordination Plan committee. The committee will assess the degree to which needs are being met in the state and make recommendations.

**e. Coordination with the Workforce Investment Act:**

The Workforce Investment Act (WIA) of 1998, passed into law on August 7, 1998, provides the framework for a workforce preparation and employment system designed to meet both the needs of the nation's businesses and the needs of job seekers and those who want to further their careers. Federally funded employment programs formerly authorized under the Job Training Partnership Act (JTPA) were redesigned under the new WIA. It reformed the existing employment and training system and mandated a coordinated and integrated service delivery system for employment and training services through delivery of services at nation-wide One-Stop Centers.

WIA streamlines the numerous federal employment programs and provides states and localities with more discretion to design and monitor workforce development strategies to meet their own labor market needs. WIA emphasizes universal access to programs and services. It eliminates specific targeting for certain populations including older workers. Instead, it encourages state and local Workforce Investment Boards (WIBS), the local governing boards, to develop integrated systems and One-Stop centers that best meet the needs of their areas. Older workers and SCSEP are now considered part of the overall workforce development system.

The WIA included SCSEP as a required partner in the One-Stop delivery system to ensure that older workers have access to information about the range of employment-related services available to them. The OAA Amendments built on that partnership by requiring that all SCSEP grantees in an area coordinate their activities through the One-Stop delivery system. As a One-Stop partner, SCSEP programs must provide core

services through the One-Stop system, contribute toward the maintenance of the One-Stop system, enter into a memorandum of understanding with the local WIB relating to the operation of the One-Stop system, and participate in the operation of the system. A representative of SCSEP grantees must also be a member of the local board.

In Virginia, a variety of collaborative measures have been taken across the state to develop and improve coordination with WIA. During this initial year of WIA implementation the following activities have occurred:

- Co-location of SCSEP staff at One-Stop centers on a part-time basis
- Placement of SCSEP enrollees at One-Stop centers – serves as work site for the enrollee and provides an in-kind contribution toward the maintenance of the One-Stop system locally
- SCSEP staff serve as local WIB members
- Attendance of SCSEP staff at WIB meetings
- Participation on local planning groups with other mandated One-Stop partners
- Referral of Title V SCSEP enrollees to One-Stop centers for employment and training services
- Development, negotiation, and execution of Memoranda of Understanding between SCSEP grantees and One-Stop centers
- Older Worker Specialist Curriculum designed to train One-Stop staff to assist older workers distributed to SCSEP programs throughout state
- Annual meeting of all SCSEP grantees in the state for the last two years to discuss ways to coordinate with WIA
- Local SCSEP staff Involvement in on-going regional planning meetings to plan One-Stop operations

- Integration of employment and training services for older workers at the local level in selected areas, e.g., reaching agreement for Title V enrollees to be automatically eligible for WIA services.
- Providing a forum for information exchange among local SCSEP practitioners.
- Educating local WIB staff on SCSEP and vice-versa to increase prospects of service integration - this understanding is vital to the process
- Increased communication among SCSEP state and national contractor grantees operating in the same locality
- Several local SCSEP sub-projects are operated by WIBS

Future steps to improve coordination include:

- Providing more opportunities for SCSEP practitioners around the state to exchange best practices information regarding successes with coordination with WIA
- Request WIA participation in SCSEP statewide and local conferences and workshops
- Encourage integrated planning between SCSEP and WIA

## **Section 5. Plan Recommendations**

One of the biggest skill deficiencies for older workers is in the area of computer skills. For some older Americans, computers can be difficult to master as they may be unfamiliar with basic computer tasks and may have never used computers in the work place. Given the rapid pace of technological change, and the technology environment in the work place, older workers, particularly older workers on the lower rungs of the socio-economic ladder are at a distinct disadvantage in the job market if they do not possess computer skills or if they do not update computer skills.

Given the dearth of training resources available for older workers through the SCSEP program and SCSEP's new and emerging role as a WIA partner in the reformed workforce development system, it is recommended that SCSEP grantees provide more seniors with an opportunity to increase their skills and employability by accessing computer training for enrollees through the WIA One-Stop system.

**Attachment A**  
**Comments**

**Subject: Friday's meeting**

**Date: Mon, 14 May 2001 15:11:01 EDT**

**From: Scbmurphy@aol.com**

**To: pcummins**

I think the meeting on Friday went very well. Thanks for including me. As to the suggestions you asked me to send to you:

On page 1, second paragraph of the "plan" I would like to include in addition to those mentioned: environmental service workers, food service workers and groundskeepers. 80% of both AARP's clients in Virginia are either non-skilled or blue collar workers and we can't negate the significant contribution they make to the work world.

On page 13 I would insert this after the first paragraph.

After computer skills it has been found that older workers the education, food service, groundskeeping and nursing fields lack today's skills.

And at the end of the last paragraph add: "by assessing computer training, certified nursing assistant, early education, pesticide/fertilization and food service training for enrollees through the WIA One-Stop system.

Norfolk's WIB has already approved hospitality (which includes food service) training through Norfolk State University, and CNA classes through, I believe the STOP organization.

I hope you can include this in your report. Please let me know.

BarBara



TO: Pat Cummins, Older Worker Program Coordinator  
FROM: Judy Jones, Green Thumb State Project Director  
RE: Draft of State Senior Employment Services Coordination Plan - Senior  
DATE: May 14, 2001  
DELIVERY METHOD: Internet, email [pcummins@vdh.state.va.us](mailto:pcummins@vdh.state.va.us)

- Section 4 Plan Provisions, a. Basic Distribution of SCSEP Positions:

1. Suggest we support a "rural factor." SCSEP Services are more difficult to deliver in rural locations for the follow reasons:

- a) Geographical Considerations

Low population density and large distances between participants result in larger territories for staff and higher costs to serve the equitable distribution of participants in each county. Each rural county has unique considerations affected by climate, terrain, and proximity to services. The more remote or economically depressed the county, the more barriers exist. Higher transportation costs and increased time needed to service participants because they are not centrally located are two factors that cause higher costs of services in rural areas.

- b) Recruitment

Providing information about SCSEP services in rural locations requires local networking and creative public relations approaches in multiple locations. These methodologies take increased time and money. For example, rural counties often have several small towns with independent newspapers, community services, and "informal networks." Information dissemination, building credibility, and identifying eligible individuals in multiple communities requires specialized approaches and differentiated services. In addition, individuals who do not live in towns may be most in need but difficult to identify through traditional recruitment methods.

- c) Limited Host Agencies and Supportive Services

Fewer non-profit organizations exist in close proximity to rural participants and access to reliable transportation is often a challenge for SCSEP participants. Developing appropriate community service assignments, accessing needed supportive services, and providing on-going monitoring requires increased time and resources.

- d) Training and Job Placement

Limited opportunities for training and employment exist in many rural locations. Rural SCSEP participants tend to have less education and skills. Access to opportunities is hindered by transportation constraints, distance, and fewer employers and job vacancies. Successful projects to provide training and job placement require increased time, money, creative job development techniques, and leveraging resources from many difference sources.

- e) Barriers to Employment

Eligible individuals living in rural areas tend to be older, poorer, have more health problems, lower levels of education, and limited access to transportation services than their suburban counterparts. Consequently, more intensive services are often required for rural participants to prepare them for community service opportunities and unsubsidized employment. (Statistics based on, "Changes in the Older Population and Implications for Rural Areas" by Carolyn C. Rogers. Food and Rural Economics Division, Economic Research Service, U.S. Department of Agriculture, Rural Development Research Report Number 90.)

- Section 4 Plan Provisions, c. Types of Skills:

1. Suggest we collect data from the Title V grantees, using assessments that are already in
2. The Virginia Workforce Centers could also be a source for collecting the data

- Section 4 Plan Provisions, d. Community Services Needs:

1. Pg. 9 of draft, 1<sup>st</sup> paragraph of *Community Service Needs*, 7<sup>th</sup> line, "... and other services essential and necessary to the community as the state may determine." Suggest change to "... to the community as the *SCSEP grantees* may determine."
2. Regarding the issue of *Community Service Needs*, language is needed to remind us that SCSEP considers the participant's needs first, not the community needs.

- Future steps to improve coordination

1. Suggest that WIBs deem SCSEP participants automatically eligible for WIA intensive services and training ITAs

**Attachment B**  
**Equitable Distribution Report**

# Equitable Distribution Report (EDTM)

U.S. Department of Labor  
Employment and Training Administration  
Senior Community Service Employment Program

Period ending June 30, 19-04 2001

OMB Approval No. 1205-0040  
Expiration Date: 10/31/94

State Virginia

Date April 30, 2001

## Participating Sponsors

AARP (154), GT (422), NAPCA (26), NCOA (178),

NUL (126), USFS (137)

Total Positions: 1318

Total from Sponsors: 1043

*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Accomack	1.31	17	GT 13 STATE 5 TOTAL 18	1
Albemarle	0.75	10	GT 8 STATE 1 TOTAL 9	-1
Alleghany	0.41	5	GT 1 USFS 8 TOTAL 9	4
Amelia	0.24	3	GT 1 STATE 2 TOTAL 3	0
Amherst	0.62	8	GT 7 NCOA 1 TOTAL 8	0
Appomattox	0.37	5	GT 3 NCOA 4 TOTAL 7	2
Arlington	1.18	15	NCOA 5 NUL 13 TOTAL 18	3
Augusta	0.99	13	GT 1 STATE 4 USFS 14 TOTAL 19	6

\*Specify whether the county is predominantly urban (u) or rural (r).  
The Number or persons age 55 or over with incomes below 125% or poverty.

Signature of Preparer

Patricia Cummins

Ante Agency

DA

Public reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Information Management, Department of Labor, Room N-1301, 3 Constitution Avenue, N.W., Washington, DC 20210; and to the Office of Management and Budget, Paperwork Reduction Project (205-0040), Washington, DC 20503.

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Bath	0.17	2	STATE 1 USFS 5 TOTAL 6	4
Bedford	0.95	12	GT 9 NCOA 2 USFS 2 TOTAL 13	1
Bland	0.26	3	GT 2 STATE 1 USFS 1 TOTAL 4	1
Botetourt	0.40	5	GT 4 NCOA 2 TOTAL 6	1
Brunswick	0.70	9	GT 5 STATE 5 TOTAL 10	1
Buchanan	0.93	12	GT 11 NCOA 2 TOTAL 13	1
Buckingham	0.48	6	GT 4 STATE 1 TOTAL 5	-1
Campbell	1.08	14	GT 8 NCOA 1 TOTAL 9	-5

\*Specify whether the county is predominantly urban (u) or rural (r).

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Signature or Preparer

Patricia Cummins

Sponsor Agency

DA

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Caroline	0.47	6	STATE 1 TOTAL 1	-5
Carroll	1.12	14	GT 11 STATE 3 TOTAL 14	0
Charles City	0.17	2	0	-2
Charlotte	0.59	8	AARP 3 GT 5 STATE 3 TOTAL 11	3
Chesterfield	1.13	15	AARP 3 GT 2 STATE 3 TOTAL 8	-7
Clarke	0.24	3	STATE 2 TOTAL 2	-1
Craig	0.13	2	USFS 4 TOTAL 4	2
Culpeper	0.57	7	GT 5 STATE 3 TOTAL 8	1
Cumberland	0.32	4	GT 2 STATE 2 TOTAL 4	0

\*Specify whether the county is predominantly urban (u) or rural (r).

\*\*The Number of persons age 55 or over with incomes below 125% of poverty.

Signature of Preparer

Patricia Cummins

Grant Agency

DA

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Dickenson	0.59	8	GT 4 NCOA 3 TOTAL 7	-1
Dinwiddie	0.50	7	STATE 2 TOTAL 2	-5
Essex	0.28	4	GT 2 NCOA 1 TOTAL 3	-1
Fairfax	2.50	32	NAPCA 26 NUL 9 STATE 11 TOTAL 46	14
Fauquier	0.47	6	STATE 1 TOTAL 1	-5
Floyd	0.48	6	GT 4 STATE 1 TOTAL 5	-1
Fluvanna	0.29	4	GT 2 TOTAL 2	-2
Franklin	1.11	14	GT 9 STATE 5 TOTAL 14	0
Frederick	0.61	8	STATE 2 TOTAL 2	-6

\*Specify whether the county is predominantly urban (u) or rural (r).

\*The Number or persons age 55 or over with incomes below 125% or poverty.

Signature or Preparer

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Giles	0.45	6	GT 4	-2
			TOTAL 4	
Gloucester	0.57	7	NCOA 5	-2
			TOTAL 5	
Goochland	0.29	4	STATE 2	-2
			TOTAL 2	
Grayson	0.81	11	GT 6	-2
			STATE 3	
			TOTAL 9	
Greene	0.24	3	GT 2	1
			STATE 2	
			TOTAL 4	
Greensville	0.36	5	GT 3	-2
			TOTAL 3	
Halifax	1.34	17	GT 12	-2
			STATE 3	
			TOTAL 15	
Hanover	0.77	10	STATE 2	-8
			TOTAL 2	
Henrico	2.03	26	AARP 3	-3
			NUL 15	
			STATE 5	
			TOTAL 23	

\*Specify whether the county is predominantly urban (u) or rural (r).

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Signature or Preparer

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Grant Agency

DA

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## Equitable Distribution Report (EDTM)

U.S. Department of Labor  
Employment and Training Administration  
Senior Community Service Employment Program

Period ending June 30, 19 01

OMB Approval No. 1205-0040  
Expiration Date: 10/31/94

State VirginiaDate April 30, 2001

## Participating Sponsors

AARP (154), GT (422), NAPCA (26), NCOA (178),

NUL (126), USFS (137)

Total Positions: 1318

Total from Sponsors: 1043

*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Henry	1.31	17	GT 9 STATE 5 TOTAL 14	-3
Highland	0.13	2	GT 1 STATE 2 TOTAL 3	1
Isle of Wight	0.56	7	GT 5 NCOA 3 TOTAL 8	1
James City	0.28	4	GT 1 NCOA 1 TOTAL 2	-2
King and Queen	0.20	3	GT 2 NCOA 1 TOTAL 3	0
King George	0.10	1	STATE 1 TOTAL 1	0
King William	0.27	4	GT 2 NCOA 1 TOTAL 3	-1
Lancaster	0.43	6	NCOA 2 TOTAL 2	-4
Lee	1.22	16	GT 10 STATE 5 TOTAL 15	-1

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Loudoun	0.43	6	STATE 2 TOTAL 2	-4
Louisa	0.64	8	GT 6 STATE 4 TOTAL 10	2
Lunenburg	0.53	7	GT 5 STATE 3 TOTAL 8	1
Madison	0.32	4	GT 2 STATE 1 TOTAL 3	-1
Mathews	0.23	3	GT 2 TOTAL 2	-1
Mecklenburg	1.22	16	GT 10 STATE 5 TOTAL 15	-1
Middlesex	0.27	4	GT 2 NCOA 2 TOTAL 4	0
Montgomery	0.94	12	GT 4 STATE 2 USFS 5 TOTAL 11	-1

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Total from Sponsors: 1043

*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Nelson	0.52	7	GT 3	-1
			STATE 2	
			USFS 1	
			TOTAL 6	
New Kent	0.11	1	STATE 2	1
			TOTAL 2	
Northampton	0.69	9	GT 5	0
			STATE 4	
			TOTAL 9	
Northumberland	0.47	6	GT 4	-1
			NCOA 1	
			TOTAL 5	
Nottoway	0.53	7	GT 4	-2
			STATE 1	
			TOTAL 5	
Orange	0.49	6	GT 3	0
			STATE 3	
			TOTAL 6	
Page	0.53	7	STATE 2	-1
			USFS 4	
			TOTAL 6	
Patrick	0.81	11	GT 6	-1
			STATE 4	
			TOTAL 10	

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*A. County	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Pittsylvania	1.93	25	GT 17 STATE 9 TOTAL 26	1
Powhatan	0.19	2	STATE 3 TOTAL 3	1
Prince Edward	0.61	8	GT 2 STATE 3 TOTAL 5	-3
Prince George	0.23	3	STATE 2 TOTAL 2	-1
Prince William	0.61	8	NCOA 1 NUL 1 TOTAL 2	-6
Pulaski	0.86	11	GT 6 STATE 9 TOTAL 15	4
Rappahannock	0.14	2	STATE 1 TOTAL 1	-1
Richmond	0.26	3	GT 2 NCOA 1 TOTAL 3	0
Roanoke	1.04	14	NCOA 4 USFS 15 TOTAL 19	5

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Rockbridge	0.52	7	STATE 1 USFS 14 TOTAL 15	8
Rockingham	1.15	15	GT 4 STATE 3 USFS 8 TOTAL 15	0
Russell	1.10	14	GT 9 NCOA 4 TOTAL 13	-1
Scott	1.19	16	GT 12 STATE 2 TOTAL 14	-2
Shenandoah	0.90	12	STATE 3 USFS 7 TOTAL 10	-2
Smyth	1.08	14	GT 3 STATE 12 USFS 5 TOTAL 20	6
Southampton	0.65	8	NCOA 5 TOTAL 5	-3
Spotsylvania	0.52	7	STATE 2 TOTAL 2	-5
Stafford	0.37	5	STATE 2 TOTAL 2	-3

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Surry	0.23	3	GT 1 TOTAL 1	-2
Sussex	0.45	6	GT 4 TOTAL 4	-2
Tazewell	1.44	19	GT 8 NCOA 10 TOTAL 18	-1
Warren	0.48	6	STATE 4 TOTAL 4	-2
Washington	1.52	20	GT 16 STATE 2 USFS 2 TOTAL 20	0
Westmoreland	0.44	6	GT 4 NCOA 1 TOTAL 5	-1
Wise	1.17	15	GT 3 STATE 9 USFS 12 TOTAL 24	9
Wythe	0.89	12	GT 4 STATE 3 USFS 5 TOTAL 12	0

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Grant Agency

Funding Agency

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
York	0.27	4	NCOA 2 TOTAL 2	-2
Alexandria city	1.02	13	NCOA 5 NUL 33 TOTAL 38	25
Bedford city	0.20	3	GT 1 NCOA 1 TOTAL 2	-1
Bristol city	0.87	11	GT 6 STATE 1 TOTAL 7	-4
Buena Vista city	0.21	3	STATE 1 USFS 3 TOTAL 4	1
Charlottesville city	0.63	8	GT 6 STATE 2 TOTAL 8	0
Chesapeake city	1.58	20	AARP 5 NCOA 10 TOTAL 15	-5
Clifton Forge city	0.15	2	GT 1 NCOA 3 USFS 2 TOTAL 6	4

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Colonial Heights cit	0.22	3	STATE 3 TOTAL 3	0
Covington city	0.19	2	GT 1 NCOA 3 USFS 12 TOTAL 16	14
Danville city	1.97	26	GT 13 STATE 9 TOTAL 22	-4
Emporia city	0.19	2	GT 2 STATE 1 TOTAL 3	1
Fairfax city	0.11	1	STATE 1 TOTAL 1	0
Falls Church city	0.13	2	NUL 5 STATE 1 TOTAL 6	4
Franklin city	0.26	3	NCOA 4 TOTAL 4	1
Fredericksburg city	0.32	4	STATE 2 TOTAL 2	-2
Galax city	0.26	3	GT 1 STATE 5 TOTAL 6	3

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Granting Agency

TDA

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NUL (126), USFS (137)

Total Positions: 1318

Total from Sponsors: 1043

*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Hampton city	1.74	23	AARP 7 GT 8 NCOA 8 TOTAL 23	0
Harrisonburg city	0.40	5	GT 2 STATE 2 USFS 5 TOTAL 9	4
Hopewell city	0.44	6	STATE 2 TOTAL 2	-4
Lexington city	0.18	2	STATE 1 USFS 2 TOTAL 3	1
Lynchburg city	1.72	22	GT 3 NCOA 16 TOTAL 19	-3
Manassas city	0.09	1	NCOA 1 TOTAL 1	0
Manassas Park city	0.04	1	0	-1
Martinsville city	0.61	8	GT 3 STATE 3 TOTAL 6	-2

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ETA 8705  
Rev. July 1990

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Newport News city	2.29	30	AARP 4 GT 16 NCOA 10 TOTAL 30	0
Norfolk city	4.44	58	AARP 48 NCOA 12 TOTAL 60	2
Norton city	0.14	2	GT 1 STATE 1 TOTAL 2	0
Petersburg city	0.99	13	AARP 6 STATE 8 TOTAL 14	1
Poquoson city	0.06	1	0	-1
Portsmouth city	2.20	29	AARP 13 NCOA 7 TOTAL 20	-9
Radford city	0.25	3	GT 1 STATE 1 TOTAL 2	-1
Richmond city	5.27	69	AARP 56 NUL 50 STATE 27 TOTAL 133	64

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*A. Counties	**B. Distribution Factor	C. Equitable Share	D. Current Number of Positions	E. Current Difference + or -
Roanoke city	2.67	35	GT 10 NCOA 12 TOTAL 22	-13
Salem city	0.27	4	GT 2 TOTAL 2	-2
South Boston city	0.27	4	GT 3 STATE 3 TOTAL 6	2
Staunton city	0.60	8	GT 3 STATE 3 USFS 1 TOTAL 7	-1
Suffolk city	1.40	18	AARP 1 NCOA 10 TOTAL 11	-7
Virginia Beach city	2.00	26	AARP 5 GT 7 NCOA 10 TOTAL 22	-4
Waynesboro city	0.35	5	GT 1 STATE 3 TOTAL 4	-1
Williamsburg city	0.09	1	NCOA 1 TOTAL 1	0
Winchester city	0.44	6	STATE 1 TOTAL 1	-5

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Grantee Agency

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NUL (126), USFS (137)

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**Attachment C**  
**Federal Poverty Income Guidelines**

2001

**SCSEP INCOME ELIGIBILITY GUIDELINES**  
**POVERTY GUIDELINES FOR ALL STATES EXCEPT ALASKA AND HAWAII**

FAMILY SIZE	100 PERCENT	125 PERCENT
1	\$ 8,590	\$ 10,740
2	11,610	14,515
3	14,630	18,290
4	17,650	22,065
5	20,670	25,840
6	23,690	29,615
7	26,710	33,390
8	29,730	37,165
FOR EACH ADDITIONAL FAMILY MEMBER ADD	\$ 3,020	\$ 3775

**POVERTY GUIDELINES FOR ALASKA**

FAMILY SIZE	100 PERCENT	125 PERCENT
1	\$ 10,730	\$ 13,415
2	14,510	18,140
3	18,290	22,865
4	22,070	27,590
5	25,850	32,315
6	29,630	37,040
7	33,410	41,765
8	37,190	46,490
FOR EACH ADDITIONAL FAMILY MEMBER ADD	\$ 3,780	\$ 4,725

**POVERTY GUIDELINES FOR HAWAII**

FAMILY SIZE	100 PERCENT	125 PERCENT
1	\$ 9,890	\$ 12,365
2	13,360	16,700
3	16,830	21,040
4	20,300	25,375
5	23,770	29,715
6	27,240	34,050
7	30,710	38,390
8	34,180	42,725
FOR EACH ADDITIONAL FAMILY MEMBER ADD	\$ 3,470	\$ 4,338